**BRUTUS BUCKEYE**

100 Lane Ave., Columbus, OH 43210

Email: buckeye.1@osu.edu Cell: (614) 292-1234

**OBJECTIVE**

To obtain…. (this is not a sentence – state the field in which you want to enter)

**EDUCATION**

**B.S. in Agriculture** (*or* **Nutrition** *if appropriate*) Graduation Month & Year

*The Ohio State University (*Columbus, OH)

Major: Animal Sciences (*modify if needed*) Minor: ?

GPA: 3.5 (must be at least a 3.0 to list)

**QUALIFICATIONS SUMMARY**

* Describe skills/special knowledge/experience/certifications/interpersonal qualities, etc., utilizing action verbs as the first word after each bullet

**WORK EXPERIENCE**

**Title**  Dates of Employment

*Name of Company* (City, State)

* Describe what you did, utilizing action verbs as the first word after each bullet.

**INTERNATIONAL EXPERIENCE**

**Name of Program**  Month 20XX

*Name of Affiliated Sponsor* (Country Visited)

* Describe what you did/learned, utilizing action verbs as the first word after each bullet

**RESEARCH EXPERIENCE**

**Name of Project** Dates

 *Department Name* (Location)

* Describe what you did, utilizing action verbs as the first word after each bullet

**COLLEGIATE INVOLVEMENT (***or* **LEADERSHIP EXPERIENCE***if appropriate***)**

**Title** – if appropriate – (20XX-20XX) Dates of Involvement

*Name of Organization (*The Ohio State University)

* Describe what you did, utilizing action verbs as the first word after each bullet. If you have involvement with several groups and you’re pushed for space, you don’t need to include bullets. However, if you’ve been very active, or held a leadership role, you should include bullets.

**PHILANTHROPY**

**Title** – if appropriate – (20XX-20XX) Dates of Involvement

*Name of Organization (*The Ohio State University) The Ohio State University

* Describe what you did, utilizing action verbs as the first word after each bullet. If you have several acts of philanthropy and you’re pushed for space, you don’t need to include bullets.

**PROFESSIONAL DEVELOPMENT**

*Name of Conference/Workshop* (Location) Date

**HONORS & ACCOLADES**

*Name of Honor/Accolade* (Location) Date Received

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**REFERENCES**

**Dr./Mr./Mrs./Ms. First & Last Name**

*Title*

Company

Address

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